

CERTIFICATE OF OCCUPANCY

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| Subtopic | ADULT CARE CENTER - NO MORE THAN 5 RESIDENTS |
| Section | Administration |
| Application | Certificate of Occupancy |
| Fees | Varies based on inspection necessity |
| Submittal Requirements | Application & fees 2 site plans 2 floor plans |
| Submittal Deadlines | Applications accepted 8:00 to 4:00, Monday - Friday |
| Review Periods | May be processed as walk-through if information is complete |
| Resources | Codes and Ordinances |
| Prerequisite Approvals | Sign review Structural review Zoning Review |
| Next Step | Call for inspections, after inspection approved, return for signed Certificate of Occupancy. |